

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT) PUNJAB,
CHANDIGARH**

Admn-I/Hiring/Short Term I/1274950/2026

Dated: 14-01-2026

NOTICE

Applications are invited from eligible retired officers for hiring on short term contract basis as consultant in this office against 02 (Two) vacancies in the cadre of Sr. Audit Officer (Civil) for processing and finalization of Civil Audit Report Material. The hiring is in accordance with the terms and conditions prescribed by Headquarters office circular No. 25-2025 circulated vide no. 1180-Staff (App I)/22-2016 dated 08.07.2025.

Eligibility:

Sr. Audit Officers/ Audit Officers, retired from Audit Offices of IA&AD, shall be eligible for hiring against the vacancies of Sr. Audit Officer.

The brief terms and conditions which will be applicable to the officers hired, will be as under:

- i. The engagement of the Consultant will be governed by the Headquarters office circular No. 25-2025 circulated vide no. 1180-Staff (App I)/22-2016 dated 08.07.2025. (copy enclosed) as amended from time to time.
- ii. The Consultant would initially be appointed for a period of one year and the maximum number of terms shall be restricted to five. However, the term of appointment will be purely on temporary basis and is subject to termination at any time (before completion of 1 year term) as per administrative convenience.
- iii. The term of Consultant shall not extend beyond the age of 65 years.
- iv. Remuneration and allowances payable will be governed by OM No.3-25//2020-E.III A dated 09.12.2020, issued by the Departmental of Expenditure, Ministry of Finance, Government of India, New Delhi.
- v. A fixed monthly amount shall be admissible, arrived at by deducting the basis pension (computed before commutation of pension, if any) from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of contract and there will be no annual increment/percentage increase. No Dearness Allowance and House Rent Allowance shall be allowed during the contract period.
- vi. An appropriate and fixed amount as Transport Allowance for the purpose of

commuting between residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment.

- vii. Statutory deductions levied by the Government shall be made as per rules.
- viii. Paid leave of absence will be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year will not be allowed. However, absence during curfew, bandh, strike, lockdown will be dealt with in similar way as in the case of serving officers/officials.
- ix. If the Consultant remains absent beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-data basis as under:

Fixed monthly remuneration X No. of days of absence on working days
22

- x. The terms and conditions of engagement shall be modified in accordance with any new instructions to be received in future.
- xi. The selected candidates will have to sign an agreement of confidentiality containing a clause of Ethics & Integrity and to abide with all applicable rules and regulations.

The last date of submission of application is 23.01.2026. Willing Sr. Audit Officers/Audit Officers retired from Audit offices of the IA&AD fulfilling the eligibility criteria may submit their application along with their Bio-data (in attached format). Applications duly filled in all respect must reach the undersigned by post or through e-mail at agaupunjab@cag.gov.in.

PUSHPENDRA GEHLOT

Dy. Accountant General (Administration)

Copy to :

- 1. EDP (to upload on official website)**
- 2. IPAI for circulation among retired officers.**

**Latest
Passport
Size
Photo**

Bio-Data (Annexure)

1.	Name of the retired Officer (S/Sri/Smt/Ms)	
2.	Present Post Held	
3.	Permanent Residential Address	
4.	Present Residential Address	
	Mobile No.	
6.	Mail ID	
7	Date of Birth	
8	Qualifications (i) Educational (ii) Professional	
9	Date of entry into Government Service	
10	Name of the Office from where retired	
11	Date of retirement	
12.	Emoluments : Basic Pay on Retirement Pension Fixed on Retirement	
13.	Net Qualifying Service	
14.	Post held at the time of retirement	
15.	<i>In case of voluntary retirement, ground on which retired</i>	
16.	Experience	Attach separate sheet along with copies of APAR for the last 5 years
17.	Additional information, if any, on professional experience, training, research work related to the post	

Date:

Place:

(Signature of the applicant)